



County of San Bernardino

INTEROFFICE MEMO

DATE July 1, 2004**PHONE** 387-5418**FROM** MARK H. UFFER
Interim County Administrative Officer**TO** MEMBERS
Board of Supervisors

SUBJECT CAO MONTHLY REPORT – JULY 2004

COUNTY ADMINISTRATIVE OFFICE Public Health

- Restaurant inspections/grading system - Contact: Jim Felten, 387-9146
- West Nile Virus - Contact: Jim Felten, 387-9146
- Performance-based ambulance contracts - Contact: Jim Felten, 387-9146
- Tobacco Ordinance revisions - Contact: Jim Felten, 387-9146
- Bioterrorism preparedness - Contact: Jim Felten, 387-9146
- Wood-chip disposal - Contact: Jim Felten, 387-9146

ECONOMIC DEVELOPMENT/PUBLIC SERVICES GROUP (ED/PSG) Agriculture/Weights and Measures

- Annual Device Registration – Contact: Ed Layaye, 387-2115
- Consumer Protection Permits – Contact: Ed Layaye, 387-2115

County Library

- Fontana Branch Library Relocation (close current location on July 6 and reopen at 16860 Valencia on July 19 - Contact: Ed Kieczkowski, 387-5721

Economic and Community Development

- Beginning in July, HUD will release the 2004-05 Community Development Block Grant (CDBG) causing 112 funded public service contracts totaling \$1,373,411 and 58 new construction projects to begin operations – Contact: Tom Laurin, 388-0808
- The USDA Forest Service Rural Development Grant has been increased by an additional \$728,607 for a total of \$4,085,847 available for funding private/public enterprises involved in the processing of the wood biomass materials being removed from the Mountain communities. ECD received 20 proposals from businesses requesting \$5,617,814 in loans and \$6,632,068 in grants - Contact: Tom Laurin, 388-0808
- HUD announced that the county has been allocated \$439,778 for a new program called American Dream Down Payment Initiative – Contact: Tom Laurin, 388-0808

Jobs and Employment Services

- Annual solicitation of interest to establish 2004-05 list of Workforce Investment Act eligible training providers; 42 responses recommended for approval – Contact: Barbara Halsey, 388-4389
- Employment Resource Centers served 7,226 job seekers during May – Contact: Barbara Halsey, 388-4389
- High Desert Employment and Business Resource Center served 160 walk-in business customers and hosted 23 business-related workshops for 183 customers - Contact: Barbara Halsey, 388-4389
- \$13,023 increase in 2003-04 Workforce Investment Act Dislocated Worker Funding Allocation – Contact: Barbara Halsey, 388-4389
- Victorville and Hesperia offices consolidated to provide business and employment services at one location -- High Desert Employment and Business Resource Center - Contact: Barbara Halsey, 388-4389

Land Use Services

- Citrus Plaza Regional Mall – Contacts: Michael Hays, 387-4141; Julie Rynerson, 387-4146
- The Kaiser Commerce Center - Contacts: Michael Hays, 387-4141; Julie Rynerson 387-4146
- General Plan Update Community Meetings - Contacts: Michael Hays, 387-4141; Randy Scott 387-0236
- Molycorp Mountain Pass Mine Expansion – Contacts: Michael Hays, 387-4141; Randy Scott 387-0236

Museum

- Proposed Hall of Paleontology – Contact: Robert McKernan, 798-5719

Public Works

- Job Cost Accounting System - Contact: Timothy Meyer, 387-8094
- E2020 Internet Based CIP Project Management System - Contact: Timothy Meyer, 387-8094
- Flood Control Facility Surveillance Cameras - Contact: Timothy Meyer, 387-8094
- Fort Irwin Road - Contact: Richard Bronstrup, 387-7940
- Summit Valley Road - Contact: Richard Bronstrup, 387-7940
- Lake Drive Sidewalk, Crestline - Contact: Richard Bronstrup, 387-7940
- Valley and Pepper Intersection - Contact: Richard Bronstrup, 387-7940
- Meadow Lane and Others Slurry Seal Project - Contact: Jerry Ivy, 387-7920
- Etiwanda Avenue at Interstate 10 Landscaping Project - Contact: Jerry Ivy, 387-7920
- North San Bernardino Overlays Project - Contact: Jerry Ivy, 387-7920
- Rialto Channel at Baseline RCB Project - Contact: Jerry Ivy, 387-7920
- Agua Mansa Road Rehabilitation Project - Contact: Jerry Ivy, 387-7920
- Riverside Drive Storm Drain 2-2 Project - Contact: Jerry Ivy, 387-7920

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- Old Waterman Canyon Road Culvert Repair Project - Contact: Jerry Ivy, 387-7920
- San Timoteo Creek, Reach 3B, Phase II Project - Contact: Mohammad Ali/David Lovell, 387-7962
- San Sevaine Creek Water Project, San Sevaine Basin No. 5 - Contact: William Collins, 387-7983
- Catfish season - Contact: Thomas Potter, 387-2340
- Jamboree Days, Lake Gregory - Contact: Thomas Potter, 387-2340
- Trout Derby, Lake Gregory - Contact: Thomas Potter, 387-2340
- Don Gregson Memorial Horseshoe Tournament, Lake Gregory - Contact: Thomas Potter, 387-2340
- Swim season - Contact: Thomas Potter, 387-2340
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Redevelopment

- San Sevaine Project Area Amendment - Contact: John Nowak, 381-7983
- San Sevaine Project Area Economic Plan - Contact: John Nowak, 381-7983
- Housing implementation plans for San Sevaine, Victor Valley Economic Development Authority and Mission Boulevard Joint Redevelopment Project Area - Contact: John Nowak, 381-7983
- Cedar Glen Redevelopment Project Area preparation - Contact: John Nowak, 381-7983
- Initial feasibility studies - Contact: John Nowak, 381-7983

HUMAN RESOURCES

- Negotiations with SBPEA – Contact: Elizabeth Sanchez, 387-6051
- Exempt Compensation Plan review - Contact: Linda Matthews, 387-5904
- Unit modification/representation petitions - Contact: Elizabeth Sanchez, 387-6051
- Analysis of workers' compensation bill – Contact: Pamela Thompson, 386-8620
- Analysis of FLSA changes - Contact: Linda Matthews, 387-5904
- Amendments to Personnel Rules - Contact: Elizabeth Sanchez, 387-6051

INFORMATION SERVICES (ISD)

All departments

- Development of the GIS Parcel Base Map - Contact: Leyden Hahn, 388-5501
- Development of e-government strategy and plan for San Bernardino County – Contact: Leyden Hahn, 388-5501
- Develop an Internet Training Solution to allow users without Internet access to reach Internet training sites - Contact: Leyden Hahn, 388-5501

A&E and Real Estate

- New cost accounting system software and user training - Contact: Leyden Hahn, 388-5501

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ARMC

- LAN network support proposal has been approved by ARMC. Services will begin July 1 - Contact: Leyden Hahn
- Develop plan to manage and/or replace ARMC' current e-mail server - Contact: Leyden Hahn, 388-5501

Assessor

- Development of a PIMS enhancement release - Contact: Leyden Hahn, 388-5501
- Development of the Imaging Transfers Workflow Project automating the current manual process to save time and storage - Contact: Leyden Hahn, 388-5501

Auditor/Controller-Recorder/Human Resources

- Completed the new retirement interface for the Auditor/Human Resources to support the new pension gold retirement system - Contact: Leyden Hahn, 388-5501
- Development of system to image deputy reports and Inmate jackets replacing microfilm - Contact: Leyden Hahn, 388-5501
- Completed and implemented EMACS self-service transactions on the Internet to allow employees to perform transactions away from work. -- Contact: Leyden Hahn, 388-5501
- Implemented county's first online open enrollment process allowing employees to select and enter their benefit selections - Contact: Leyden Hahn, 388-5501
- Refund claim/interest system for the Auditor - Contact: Leyden Hahn, 388-5501
- Develop easement processing system to create the 1099-S form to comply with federal requirements - Contact: Leyden Hahn, 388-5501

Behavioral Health

- Development of the Access Unit Workflow System using document management, imaging and automated fax capabilities to increase productivity and accuracy - Contact: Leyden Hahn, 388-5501

CAO

- Implementation of CAFM-Archibus Client software for CAFM users - Contact: Leyden Hahn, 388-5501

City of Big Bear Lake

- Implementation of the Big Bear Lake Watershed Program for the City of Big Bear Lake - Contact: Leyden Hahn, 388-5501

Coroner

- Development of digital image storage for investigations for the Coroner - Contact: Leyden Hahn, 388-5501
- Replace current Coroner Medical Examiner system (CME) with a vendor provided Case Management System - Contact: Leyden Hahn, 388-5501

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District Attorney

- Enhance the DA STAR Brady module to update, track and report victims and witnesses to stay in compliance with the Brady Bill - Contact: Leyden Hahn, 388-5501
- DA STAR enhancement to generate letters to victims regarding services provided by the District Attorney - Contact: Leyden Hahn, 388-5501
- Create functionality to transfer case information from the Courts' OTS system to the DA's STAR system - Contact: Leyden Hahn, 388-5501

Enterprise

- Update the county's core internal and external DNS servers to improve countywide name resolution - Contact: Leyden Hahn, 388-5501
- GIS migration to relational database - Contact: Leyden Hahn, 388-5501

Facilities Management

- Develop an electronic billing system interface to eliminate data entry - Contact: Leyden Hahn, 388-5501

Fiscal Group

- Replacement of the existing Property Tax System for the Fiscal Group - Contact: Leyden Hahn, 388-5501

HSS

- Development of virtual network for HSS providing a secure and manageable environment - Contact: Leyden Hahn, 388-5501
- Development of the SBC EBT technical requirements to meet the needs to SBC' environment - Contact: Leyden Hahn, 388-5501
- Support implementation of C-IV - Contact: Leyden Hahn, 388-5501
- Development C-IV issuance process to provide data tracking mandated by the Statewide Automated Welfare System, as well as interface with the T/TC, ACR and HSS for HSS - Contact: Leyden Hahn, 388-5501

ISD

- Development of Content Management System (CMS) - Contact: Leyden Hahn, 388-5501
- Evaluation of county web site for ADA compliance - Contact: Leyden Hahn, 388-5501
- Development of the SQL Server 2000 Report Services - Contact: Leyden Hahn, 388-5501
- Develop an imaging and change control for ISD - Contact: Leyden Hahn, 388-5501
- Implementation of IT Delivery Prototype to assist customers with developing BSA resources with training and mentoring program - Contact: Leyden Hahn, 388-5501
- Researching on-line permitting system options for LUSD per CIO direction - Contact: Leyden Hahn, 388-5501
- Develop new DMV access procedures - Contact: Leyden Hahn, 388-5501
- Implement AVACAST system to broadcast training and other sessions - Contact: Leyden Hahn, 388-5501
- Develop Data Entry Services RFP ensuring service continuity for county departments - Contact: Leyden Hahn, 388-5501

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- Analyze Clerk of the Board automated system and develop RFP to replace the current system - Contact: Leyden Hahn, 388-5501

LAFCo

- Completed the GIS map site for LAFCO - Contact: Leyden Hahn, 388-5501

Probation

- Replacement of JHITS and PACS systems with Automan Case Management System for Probation. -- Contact: Leyden Hahn, 388-5501

Probation, Courts, DA, Public Defender, HSS

- Develop JNET Release 2004.1 to improve user productivity and the functionality of JNET - Contact: Leyden Hahn, 388-5501

Public Works

- Develop a Traffic Department imaging filing system to improve accessing information and save space -- Contact: Leyden Hahn, 388-5501

Public Works-Transportation/Traffic Division

- Traffic Road Book Printing Automation for Public Works - Contact: Leyden Hahn, 388-5501

Sheriff

- Renegotiate PeopleSoft Sheriff Support Agreement - Contact: Leyden Hahn, 388-5501
- Improve the Jail Information Management System (JIMS) using current web-based technology and preserving the core system - Contact: Leyden Hahn, 388-5501

Tax Collector

- Completed the FAX PV warrant automation between the Treasurer/Tax Collector and FAS to streamline warrant processes - Contact: Leyden Hahn, 388-5501

Treasurer/Tax Collector

- Conversion of the remittance processing documents from the Windows server to FileNET - Contact: Leyden Hahn, 388-5501

INTERNAL SERVICES GROUP Architecture and Engineering (A&E)

- High Desert Juvenile Detention and Assessment Center Construction – Contact: Dan Ojeda, Architecture and Engineering, 387-5025; Project No. 10740
<http://countyline/CIPRIS/Default.asp?user=quest>
- Juvenile Dependency Court and Department of Children's Services Building Construction – Contact: Dan Ojeda, Architecture and Engineering, 387-5025; Project No. 10120
<http://countyline/CIPRIS/Default.asp?user=quest>

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- Central Courthouse Seismic Retrofit Project – Contact: Bob Marlin Architecture and Engineering, 387-5383; Project No. 10830
<http://countyline/CIPRIS/Default.asp?user=guest>

Facilities Management

- Utilization of “free” labor – Contact: Dave Gibson, 387-2230
- Glen Helen Water System – Contact: Dave Gibson, 387-2230
- Parking/Wayfinding Signage – Superblock – Contact: Dave Gibson, 387-2230
- Replace card reading/security system – County Government Center – Contact: Dave Gibson, 387-2230
- Installation of concrete bollards on North Mountain View Ave, San Bernardino – Contact: Dave Gibson, 387-2230
- Installation of Grease Inceptor at South Kitchen Central Juvenile Hall – Contact: Dave Gibson, 387-2230
- Assist A&E in developing plan to connect current irrigation system at the Sheriff's Training Facilities at Glen Helen to reclaim treated water - Contact: Dave Gibson, 387-2230
- Install automatic doors to enhance and comply with ADA access at three locations in the County; Big Bear Library, Montclair Library and Hall of Records Building - Contact: Dave Gibson, 387-2230
- Sheriff remodel at the Sheriff's Court Services division located on the third floor at the Civic Center Building - Contact: Dave Gibson, 387-2230
- Assist A&E with the hydraulic ram replacement project for the older elevators with single bottom hydraulic rams - Contact: Dave Gibson, 387-2230
- New irrigation and Landscaping at Victorville Courts to enhance the north side appearance of the courts - Contact: Dave Gibson, 387-2230
- Landscape enhancements including shrubs, ground cover, and trees at GSG building - Contact: Dave Gibson, 387-2230
- Computer Aided Facilities Management (CAFM) – Contact: Dave Gibson, 387-2230

Fleet Management

- Study of county vehicle operations - Contact: Roger Weaver, 387-7870
- 2003-04 vehicle purchases - Contact: Jim Morales, 387-8254

Real Estate Services

- County Government Center food services - Contact: David Slaughter, 387-7813

MHU:va

cc: Management Forum
Public Information Officers
Executive Secretaries